



**WINDSOR-ESSEX CATHOLIC  
DISTRICT SCHOOL BOARD**

*“Learning together in faith and service”*

1325 California Avenue  
Windsor, ON N9B 3Y6

CHAIRPERSON: Barbara Holland

DIRECTOR OF EDUCATION: Paul A. Picard

**REGULAR BOARD MEETING  
Tuesday, March 28, 2017 at 7:00 p.m.  
Windsor Essex Catholic Education Centre  
John Paul II Board Room**

**MINUTES**

**PRESENT**

**Trustees:**

F. Costante  
M. DiMenna, *Vice-Chair* (participated electronically)  
F. DiTomasso  
B. Holland, *Chair*

B. Mastromattei  
L. Soulliere  
S. Tope  
F. Valentinis

S. Binjamin, Student Trustee  
L. Zovko, Student Trustee  
Rev. L. Brunet, Board Chaplain

**Regrets:**

Trustee Alexander

**Administration:**

T. Lyons (Resource)      J. Ibrahim      M. Seguin  
D. Fister                      R. Lo Faso      J. Ulicny  
P. King                         G. McKenzie

**Recorder:**

B. Marshall

1. Call To Order – Chair Holland called the meeting to order at 7:00 pm.
2. Opening Prayer – Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance – Trustee Alexander sent his regrets due to his vacation. Vice Chair DiMenna participated electronically. Director Picard is currently promoting the Board’s International Education Program and was unavailable to attend tonight’s meeting. Executive Superintendent of Corporate Services/Associate Director Terry Lyons provided administrative resource.
4. Approval of Agenda – The walk-on report was previously provided to trustees electronically.

**AMENDMENT - ADDITION**

**WALK-ON Report:** Item 12b) Request For Quotation (RFQ) Approval – Dell Refurbished Computers.

**Moved by Trustee Mastromattei and seconded by Trustee Tope that the March 28, 2017 Regular Board meeting agenda be approved as amended. Carried**

5. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.

Chair Holland disclosed interest in relation to agenda item 12a) Tender Approval – School Consolidation Project – Cardinal Carter Secondary School Renovations due to the successful bidder is a client and did not participate in the discussion or vote on any question raised on that item.

6. Presentations:

a. Annual Emergency Response Procedures for Board Meetings

Superintendent Joe Ibrahim and Principal of Safe Schools Danielle DeJardins-Koloff instructed Board members on response procedures if an emergency should occur during a Board meeting.

b. Child and Youth Workers Model

Superintendent Joe Ibrahim and Program Specialist Diane Tope-Ryan presented the System Support through a Family of Schools Model. The role of the Child and Youth Worker is to provide a wide range of prevention, intervention and skill based training to children and adolescents who face a variety of emotional, behavioural and social challenges in an effort to facilitate healthy growth. CYW facilitate preventative proactive programming and implementation of classroom, small group or individual skill based lessons or strategies for both elementary and secondary schools. Mr. Ibrahim and Ms. Tope-Ryan outlined the CYW's Family of Schools Assignments, System Support Assignments, Referral Process, Monitor Progress & Involvement, and Feedback received.

7. Delegations: *None*

8. Action Items:

a. Previous Meeting Minutes

- i) Minutes of the Committee of the Whole Board In-Camera Meeting of February 14, 2017

**Moved by Trustee Tope and seconded by Trustee Costante that the Minutes of the Committee of the Whole Board In-Camera meeting of February 14, 2017 be adopted as distributed. Carried**

- ii) Minutes of the Regular Board Meeting of February 28, 2017

**Moved by Trustee Tope and seconded by Trustee Mastromattei that the Minutes of the Regular Board meeting of February 28, 2017 be adopted as distributed. Carried**

- b. Items from the Special Committee of the Whole Board In-Camera meeting of March 28, 2017.

Trustee Costante reported that the Windsor-Essex Catholic District School Board convened a Special Committee of the Whole Board in-camera meeting on March 28, 2017 pursuant to the Education Act - Section 207, to consider real property matters and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act.

**Moved by Trustee Costante and seconded by Trustee Soulliere that the recommendations and directions of the Special Committee of the Whole Board at its in-camera meeting of March 28, 2017 be approved. Carried**

Trustee Costante made the following announcements:

From the March 28, 2017 Special Committee of the Whole Board in-camera meeting:

- Approved the sale of the former site of Our Lady of Lourdes Catholic Elementary School located at 4130 Franklin St., Windsor; and
- Approved the 2016-17 Internal Audit Plan Amendment.

9. Communications:

- a. External (Associations, OCSTA, Ministry):
- i) Ontario Catholic School Trustees' Association (OCSTA) 2017 Annual General Meeting & Conference Resolutions

**Moved by Trustee Soulliere and seconded by Trustee DiTomasso that the Board receive the OCSTA Annual General Meeting and Conference Resolutions as information. Carried**

- b. Internal (Reports from Administration):
- i) Report: Appointment of Student Trustees for the 2017-2018 School Year

**Moved by Trustee DiTomasso and seconded by Trustee Valentinis that the Board receive as information the appointment of Grace Santin from St. Joseph's High School and Connor Sloan from St. Thomas of Villanova High School as Student Trustees for the 2017-2018 school year. Carried**

- ii) Report: 2015-2016 Community Use of Schools Annual Report

**Moved by Trustee Valentinis and seconded by Trustee Mastromattei that the Board receive the 2015-16 Community Use of Schools Annual Report as information. Carried**

- iii) Report: 2017-2018 Budget Consultation Survey Results

For next year's budget consultation survey, Trustees requested administration seek input from Trustees when reviewing questions as well as different methods of communicating to each school.

**Moved by Trustee Costante and seconded by Trustee Soulliere that the report on the 2017-18 Budget Consultation Survey be received as information.**

*Carried*

iv) Report: 2017-2018 Budget Pressures and Challenges

**Moved by Trustee Costante and seconded by Trustee Tope that the report on 2017-18 Budget Pressures and Challenges be received as information.** *Carried*

10. Committee Reports:

a. Report: Parent Advisory Committee (PIC) Meeting Minutes of September 20, 2016 and October 18, 2016

**Moved by Trustee Soulliere and seconded by Trustee Mastromattei that the Board receive the Minutes of the Parent Involvement Committee (PIC) Meetings held on September 20, 2016 and October 18, 2016 as information.** *Carried*

b. Report: City and School Boards Liaison Committee Meeting Minutes of January 18, 2017

**Moved by Trustee Costante and seconded by Trustee Soulliere that the Board receive the Minutes of the January 18, 2017 City and School Boards Liaison Committee Meeting as information.** *Carried*

11. Unfinished Business: *None*

12. New Business:

*In compliance with By-Law 7:05, Trustee Soulliere presented item 12a) due to Chair Holland's conflict of interest and Vice Chair DiMenna participating electronically.*

a. Report: Tender Approval – School Consolidation Project – Cardinal Carter Secondary School Renovations

**Moved by Trustee Costante and seconded by Trustee DiTomasso that approval be given to the award of tender and the issuance of a purchase order contract for the interior renovation and construction of a new gymnasium at Cardinal Carter Catholic Secondary School to accommodate Cardinal Carter Middle School pertaining to School Consolidation in the amount of \$3,456,816.78 plus HST to Oscar Construction Company Ltd., upon the Ministry of Education granting approval to proceed.** *Carried*

b. **WALK-ON Report:** Request For Quotation (RFQ) Approval – Dell Refurbished Computers (*sent to Trustees electronically prior to meeting*)

**Moved by Trustee Valentinis and seconded by Trustee Tope that the Board approve the issuance of a purchase order contract for the purchase of 285 Dell Refurbished Computers to CNB Computers Inc. at the submitted bid amount of**

**(\$522 per unit) plus applicable taxes to be funded from account #000-75-565-000-6-000-000. Carried**

13. Notice of Motion: None
14. Remarks and Announcements:
- a. Chairperson of the Board Holland mentioned the Board does not meet again until after Easter and wished administration, teachers and staff a happy and blessed Easter.
  - b. Associate Director Lyons provided comments on recent activities supporting the Board's strategic priorities namely;  
**Catholic Faith Formation:** Thanked teachers and staff for their Lenten and Holy Week activities leading to our Easter celebration.  
**Employee Development and Student Achievement Initiatives:** A number of seminars during the month of April: Teacher and Principal Mentoring; BMS Training for LSS Teachers; Renewed Math Strategy Lead Teacher session; Teachers new to Grades 3 and 6; Emergency Response Training; Catholic Principals Council of Ontario Professional Development; First Aid Training; Primary and Junior French Immersion In-service; and Early Learning Math Professional Development.  
**Community Engagement and Partnerships:** The Windsor Regional Science, Technology and Engineering Fair is scheduled for April 1<sup>st</sup> and 2<sup>nd</sup> at the University of Windsor.
- And lastly, on behalf of Administration, Associate Directory Lyons wished Trustees, administration, teachers and staff a blessed and holy Easter.
- c. Board Chaplain commented on the masses held at Holy Cross Catholic Elementary school and St. Anne Catholic Elementary French Immersion school. Fr. Brunet invited us to spend time with family during the Easter celebration.

15. Remarks/Questions by Trustees

Trustee Tope had the honour to experience the F.J. Brennan Catholic High school play. It was a very powerful message of hope and love that surrounds us all, at times when we don't see it. Teen suicide is not the answer. Trustee Tope thanked the cast, crew, teacher and director, a graduate student, for their courage to deliver such a sensitive message. Trustee Tope wished all the schools best of luck in the Sears Drama festival.

Trustee Mastromattei wished everyone a happy Easter and congratulated school staff on their JK/SK registration efforts.

Trustee Valentinis requested administration to provide, at the next Board meeting, an update on the Holy Names Catholic High School labs and athletic field renovations and wished everyone a happy Easter.

Trustee Soulliere wished everyone a happy Easter.

Trustee DiTomasso wished everyone a happy Easter.

Vice Chair DiMenna wished everyone a happy Easter.

Student Trustee Zovko reported the following:

- Student Senate congratulated the newly elected Student Trustees for the 2017-2018 term. Grace Santin of St. Joseph's Catholic High School and Connor Sloan of St. Thomas of Villanova Catholic Secondary school. Student Trustees Zovko and Benjamin wished the incoming Student Trustees all the best and looking forward to a peaceful transition to the new term.
- Exploring new Student Senate initiatives such as the Downtown Mission and will continue with our Zinc Saves Lives.

Student Trustee Benjamin reported the following:

- Student Senate meeting March 22<sup>nd</sup> hosted by Holy Names High School students;
- St. Joseph's and Assumption College High Schools raised awareness in their schools for the Heart and Stroke Foundation;
- Cardinal Carter, St. Thomas of Villanova and St. Anne High Schools Valentine's Day chocolate fundraisers were profitable; and
- F.J. Brennan High School raised awareness for World Down Syndrome Day.

16. Pending Items: *None*

17. Future Regular Board Meetings: *Unless stated otherwise, all meetings will be held on the fourth Tuesday of the month at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor beginning at 7:00 p.m.*

- Tuesday, April 25, 2017
- Tuesday, May 23, 2017
- Tuesday, June 13, 2017
- **Monday**, June 26, 2017

*Committee of the Whole Board In-Camera Meetings will be held on the second Tuesday of the month at 6:00 pm (closed sessions).*

18. Adjourn to In-Camera meeting, if required: *Not Required*

19. Closing Prayer – Fr. Brunet closed the meeting with a prayer.

20. Adjournment - There being no further business, the Regular Board meeting of March 28, 2017 adjourned at 8:15 p.m.

***Original signed by B. Holland and T. Lyons***

***Barbara Holland***  
*Chairperson of the Board*

***T. Lyons***  
*Executive Superintendent of Corporate Services/  
Associate Director*